



MINUTES

**CITY OF PASADENA
NORTHWEST COMMISSION
SPECIAL MEETING
Tuesday, March 9, 2021
6:30 P.M.**

COMMISSIONERS PRESENT: Ryan Bell, Alfred Carr, Michael Anthony Cullins*, Kimberly Douglas, Cindy Schnuelle, Allen Shay, Beverly Sims

*Due to technical difficulties, Commissioner Cullins left the meeting at 6:54pm, rejoined at 6:59pm, and exited from the meeting at 8:00pm.

COMMISSIONERS ABSENT: Christina Budai (excused)

STAFF PRESENT: Lola Osborne, Tamer Sabha

1. CALL TO ORDER; ROLL CALL

Chair Carr called the meeting to order at 6:31 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. APPROVAL OF MINUTES

After review, it was moved (Shay) and seconded (Douglas) to approve the minutes of the February 9, 2021 meeting. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Cullins	X
Schnuelle	X
Bell	X
Douglas	X

3. UPDATE FROM LT. MARCIA TAGLIORETTI (PASADENA POLICE DEPARTMENT)

Lt. Taglioretti presented the Statistical Report on incidents and traffic collision information for February 2021. Questions from the Commission followed.

4. NEW BUSINESS

- **RECOMMEND APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NON-PUBLIC SERVICE PY 21-22 CITY SET-ASIDE PROJECTS – (STAFF, RANDY MABSON, PROGRAM COORDINATOR)**
After discussion, it was moved (Shay) and seconded (Schnuelle) to accept the staff ranking and funding recommendation for the Community Development Block Grant (CDBG) City Set-Aside Projects for Program Year 2021-2022. (Motion unanimously carried)

Staff Recommendation:

Ranking #1 – Housing Department, Pasadena Single Family Residential Rehabilitation (PSFRR) – \$350,000

Ranking #2 – Department of Information Technology, Public Security Enhancements for Villa Parke – \$107,923

Ranking #3 – Department of Public Works, Sidewalk Improvements - Northwest Pasadena – \$500,000

Ranking #4 – Department of Public Works, Robinson Park Recreation Center Pool & Pool Building Renovation – \$1,000,000

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Schnuelle	X
Bell	X
Douglas	X

- RECOMMEND SUPPORT OF THE RECOMMENDED FISCAL YEAR 2022-2026 CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET – (STAFF, KRIS MARKARIAN, CITY ENGINEER)
After discussion, it was moved (Carr) and seconded (Schnuelle) for the Northwest Commission to recommend support of the recommended fiscal year 2022-2026 Capital Improvement Program (CIP) budget. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Cullins	X
Schnuelle	X
Bell	X
Douglas	X

The motion was modified to support the recommendation rather than approve the recommended FY 2022-2026 CIP budget. The fiscal year was also updated in the motion.

Jill Shook, representing the North Fair Oaks Empowerment Initiative, submitted a public comment thanking the Commission for their support of the group’s vision for North Fair Oaks Avenue.

5. OLD BUSINESS

- REVIEW OF THE NORTHWEST COMMISSION SURVEY TEMPLATE

The Commission discussed the template for the Northwest Commission survey. Chair Carr requested the Outreach ad hoc committee review the survey template and provide an updated recommendation at the next Commission meeting in April.

- **UPDATE OF STRATEGIC PLAN FOR FY 2020-2021**
After discussion, it was moved (Schnuelle) and seconded (Sims) to accept the strategic plan updates as discussed. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Schnuelle	X
Bell	X
Douglas	X

6. COMMENTS AND UPDATES

- **STAFF COMMENTS**
Staff (Osborne) provided the following comments:
 - Asked Commissioners if they had questions or comments about work plans from other Commissions under the Parks, Recreation and Community Services Department;
 - Two people were appointed to serve on the Northwest Commission at the City Council meeting on Monday, March 8;
 - Staff will be sending a copy of the March 2021 Parks, Recreation and Community Services Department e-newsletter; and
 - The Northwest Commission meeting in April will include presentations about the North Lake Avenue Specific Plan and the Fair Oaks/Orange Grove Specific Plan.
- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
Commissioner Bell asked if Pasadena Water and Power will be doing any kind of COVID-19 rate forgiveness for low income community members who are struggling with their utility bills. Staff (Osborne) will follow-up with the Department of Water and Power and provide information at the next meeting.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETING

- Discussion of modifying the Northwest Commission meeting start time

8. ADJOURNMENT

It was moved (Bell) and seconded (Sims) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 8:48 PM.

/s/ Alfred L. Carr
Alfred L. Carr, Chair
Northwest Commission

/s/ Tamer Sabha
Tamer Sabha, Recording Secretary
Parks, Recreation and Community Services Department